The Commonwealth of Kentucky kynect State-Based Marketplace



## Clearing Cache Quick Reference Guide

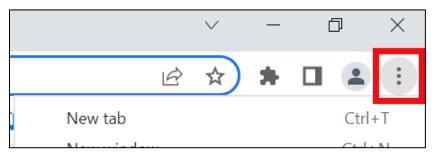
## **Clearing Cache Overview**

This document provides step-by-step guidance on how to clear cache (cookies)/browsing history in Google Chrome. It is best practice for Users to clear cache after data fixes or anytime that an issue is experienced while accessing kynect.

**Please note:** Google Chrome is the recommended browser when accessing the State-Based Marketplace/kynect.

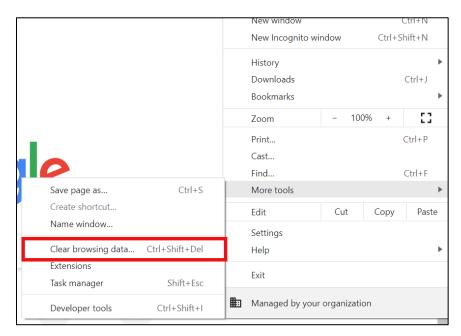
## Users should follow the step-by-step instructions below to clear cache (cookies)/browsing history in Google Chrome:

1. Click on the **Menu** icon (three vertical dots):



2. Click More tools.

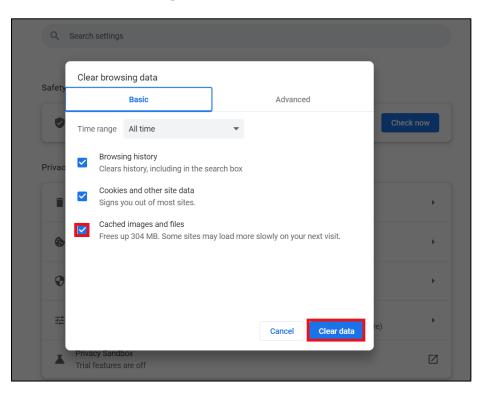
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New tab				Ctrl+T		
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History				►		
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Zoom	_	1009	6 +	53		
Print				Ctrl+P		
Cast						
Find				Ctrl+F		
More tools				►		
Edit	Cut		Conv	Paste		



3. Click Clear browsing data.

4. Select **All time** from the Time range drop-down.

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Safety	Clear browsing			٦
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	<ul> <li>Cookies ar</li> </ul>	nd other site data		



5. Make sure **Cached images and files** is checked. Click **Clear data**.

6. To complete the process of clearing cache, Users should completely close out of all open Google Chrome tabs by clicking the **X** icon (Close).

